

Statement of Deficiencies

1103-A-E: Critical Incidents and Required Notification

Not Met

1103-A-E: An early learning center shall make immediate notification to emergency personnel, law enforcement as applicable, and other appropriate agencies for the following types of critical incidents involving children in care:

1. death;
 2. serious injury or illness that required medical attention;
 3. reportable infectious diseases and conditions listed in LAC 51.II.105; and
 4. any other significant event relating to the health, safety, or well-being of any child, including but not limited to a lost child, an emergency situation, fire or other structural damage, or closure of the center.
- B. The parent shall be contacted immediately following any immediate notifications made under Subsection A.
- C. The Licensing Division and other appropriate agencies shall be notified via email within 24 hours of the incident.
- D. The Licensing Division shall be notified by written report within 24 hours of the incident or the next business day. This written notification shall be made on the Licensing Division's Critical Incidents Report Form and shall contain all information requested on the form.
- E. Reporting deadlines may be adjusted in the event of a natural catastrophe and/or disaster, as determined by the Department.

Finding:

1103-A-E Based on record review: The center failed to notify within 24 hours of the incident the Licensing Section and other appropriate agencies of the following critical incident : On 4/24/17 S1 was made aware of suspected abuse or neglect allegations of a staff member. S1 made a verbal report and submitted a written report via email and fax to Licensing Division on 4/26/17. S1 stated that she did not realized that contact to Child Welfare needed to be made within 24 hours also. Specialist advised S1 to report the incident to Child Welfare.

1515.A.1: Child Records and Cumulative Files

Not Met

1515.A.1: A cumulative file shall be maintained on each child that shall include the following records:

1. An information form signed and dated by the parent and updated as changes occur, that contains:
 - a. name of child, date of birth, sex, date of admission;
 - b. name of parents and the home address of both child and parents;
 - c. phone numbers where parents may be reached while child is in care;
 - d. name and phone number of person to contact in an emergency if parents cannot be located promptly;
 - e. name and telephone number of child's physician, if applicable;
 - f. name and telephone number of the child's dentist, if applicable;
 - g. any special concerns, including but not limited to allergies, chronic illnesses, and any special needs of the child, if applicable;

Finding:

1515.A.1 Based on record review: 1 of 5 children's records reviewed did not contain a Child's Information Form. Center failed to have a form on file for C1 in the center during specialist visit on 5/2/17

1515-A.2: Emergency Medical Treatment

Not Met

1515-A.2: Written authorization signed and dated by the parent to secure emergency medical treatment;

Finding:

1515-A.2 Based on record review: Provider lacked a signed and dated parental authorization to secure emergency medical treatment for C1

1515-A.3: Releasing of Children

Not Met

1515-A.3: Written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center.

- a. The parent may further authorize additional individuals via a text message, fax or email to the center in unplanned situations and follow it with a written authorization.
- b. A child shall never be released to anyone unless authorized in writing by the parent.
- c. Any additions and deletions to the list of authorized individuals shall be signed and dated by the parent.
- d. The center shall verify the identity of the authorized person prior to releasing the child.

Finding:

1515-A.3 Based on record review: The provider did not have written authorization signed and dated by the parent noting the first and last names of individuals to whom the child may be released other than the parents, including any other early learning centers, transportation services, and any person or persons who may remove the child from the center for C1.

Statement of Deficiencies

1515-B: Consent to Release

Not Met

1515-B: Consent to Release. The center shall obtain written consent from the parent prior to releasing any information, recordings, or photographs from which the child might be identified, except to authorized state and federal agencies. This one time written consent shall be obtained from the parent and updated as changes occur.

Finding:

1515-B Based on record review: The Provider did not obtain written, information, recordings, or photographs from which C1 could be identified, except to authorized state and federal agencies.

1711-H: Rest Time - Minimum Child to Staff Ratio

Not Met

1711-H: Rest Time - Minimum Child to Staff Ratios

1. Sufficient staffing needed to satisfy child to staff ratios shall be present on the premises during rest time and available to assist as needed.
2. Children ages one and older may be grouped together at rest time with one staff member in each room supervising the resting children. If two rooms share a common doorway, one staff member may supervise the resting children in both rooms.
3. If the view of the staff supervising the children is obstructed by an object such as a low shelving unit, children shall be checked by sight by staff circulating among the resting children.

Finding:

1711-H Based on observations: At nap time, children grouped together for sleeping were not within the sight of the nap time worker and the worker was not checking on children by sight and circulating among the resting children. Specialist observed video footage of the center's 3-4 yr. old classroom dated 4/20/17 in which S10 was observed sitting on the classroom floor utilizing her cell phone for approximately 20 minutes. Specialist observed the time on the video footage screen read 9:20 am when S10 sits on the classroom floor and does not move to circulate the room until 9:40 am. Specialist observed 12 children ages 3-4 yr olds napping in the classroom during the time frame. Specialist also observed several book shelves in the classroom that obstructed S10's view of all of the children while sitting on the classroom floor.

1713-A&B&C: Supervision

Not Met

1713-A&B&C:

- A: Children shall be supervised at all times in the center, on the playground, on field trips, on non-vehicular excursions, and during all water activities and water play activities.
- B: Children shall not be left alone in any room, (except the restroom as indicated in Subsection G), outdoors, or in vehicles, even momentarily, without staff present.
- C: A staff person shall be assigned to supervise specific children whose names and whereabouts that staff person shall know and with whom the staff person shall be physically present. Staff shall be able to state how many children are in their care at all times.

Finding:

1713-A: Based on record review: Children were not supervised at all times in the center. Specialist observed video footage of camera 4 for 4/20/17. Specialist observed that during the following time frames 12 children ages 3-4 yr. old were left unsupervised in the classroom: 9:08am - 9:09 am, 9:10 am-9:11 am, 9:13 am - 9:14 am, 9:16 am - 9:17 am, 9:19 am - 9:20 am. Specialist observed the teacher assigned to the classroom (S10) continuously walk out of the classroom leaving the children unsupervised.